

MINUTES
MISSISSIPPI COMMUNITY COLLEGE BOARD
Friday, June 21, 2013

The regular meeting of the Mississippi Community College Board (MCCB) was held at 9:00 a.m. on Friday, June 21, 2013, in Room 507 of the Education and Research Center, 3825 Ridgewood Road, Jackson, MS 39211.

Members present: Mrs. Patricia Dickens, Chair; Mr. Chip Crane, Vice-Chair; Mr. Bobby Steinriede; Mr. Bubba Hudspeth; Mr. Lee Bush; Mr. Bruce Martin; and Mrs. Cheryl Thurmond. Mr. John Pigott participated via conference call. *Members not present: Mr. Duncan McKenzie and Mr. Tom Gresham.*

MCCB Staff in attendance: Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Joan Haynes, Dr. Shawn Mackey, Mr. Kell Smith, Mr. Ray Smith, and Mrs. Cynthia Jiles.

Guests in attendance: Speaker Philip Gunn; Mr. Nathan Wells and Ms. Mandy Davis, Speaker's office; Mrs. Emelia Nordan, College Savings Board; Dr. Casey Turnage, Director of P-20 Initiatives; and Mr. Chuck Rubisoff, Office of the Attorney General.

CALL TO ORDER

Chairman Patricia Dickens called the meeting to order at 9:00 a.m. and read the meeting notice for the July 12, 2013, MCCB Board Meeting.

MEETING NOTICE

The regular monthly meeting of the Mississippi Community College Board will be held at 9:00 a.m., Friday, July 12, 2013, in the Magnolia F conference room of the Beau Rivage, Biloxi, MS 39211. This meeting may be conducted as a teleconference meeting.

PRELIMINARIES

Chairman Dickens welcomed all board members and visitors and asked Mr. Bobby Steinriede to provide the invocation.

Approval of May 16 and 17 Meeting Minutes

In a motion made by Mr. Chip Crane and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the minutes of the May 16 and 17, 2013 MCCB board meetings.

Approval of the June 21, 2013 Agenda

In a motion made by Mr. Chip Crane and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the revised agenda for the June 21, 2013 MCCB board meeting.

REPORTS/ACTIONS

Executive Director's Report

Dr. Clark began his report by welcoming all board members and guests.

Dr. Clark reported to the board that this was the last meeting for Mrs. Patricia Dickens and Mr. Bobby Steinriede.

Dr. Clark introduced Speaker Philip Gunn, MCCB board members and staff, and spoke briefly about the work of the agency.

Speaker Gunn spoke to the Board and staff about his appreciation for our community colleges and challenges facing the Legislature.

Chairman Dickens recessed the meeting at 9:30 a.m. and reconvened the meeting at 9:50 a.m.

Dr. Clark continued his report as follows:

Dr. Clark presented plaques to Mrs. Patricia Dickens, Mr. Bubba Hudspeth, and Mr. Bobby Steinriede for their years of service on the MCCB board.

Dr. Clark reported that MCCB has two new employees: Ms. Sherriel Moore, Purchasing Officer and Mrs. Megan Akins, Administrative Assistant to ABE/GED.

Dr. Clark reported that MCCB is working to fill two vacancies: Assistant Executive Director of eLearning and Director of Career and Technical Education.

Dr. Clark presented **Exhibits A1, A2, A3, A4, and A5** which are five job descriptions to the board for approval:

1. Director of Career and Technical Education
2. TAACCCT Project Coordinator
3. Director of Curriculum and Instruction
4. Curriculum Specialist
5. Training and Professional Development Specialist.

In a motion made by Mr. Bruce Martin and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the five job descriptions:

1. Director of Career and Technical Education
2. TAACCCT Project Coordinator
3. Director of Curriculum and Instruction
4. Curriculum Specialist
5. Training and Professional Development Specialist.

Dr. Clark asked Mr. Kell Smith to report on the resolutions honoring the spring championship sports teams.

Mr. Smith read the names of the teams being honored: Co-Lin Women's Basketball, Co-Lin Golf, East Central Baseball, Itawamba Women's Tennis, Jones Softball, Gulf Coast Men's Tennis, and Pearl River Men's Basketball.

In a motion made by Mr. Lee Bush and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the resolutions honoring these spring championship teams.

Dr. Clark continued his report as follows:

Dr. Clark reported that, at the Legislative Workshop, the Presidents approved supporting the \$9 million in bonds for the headquarters building as a part of this years' legislative packet.

Dr. Clark reported that he has been interviewed by the media about tuition increases at the colleges. Dr. Clark distributed a handout to show the average increases. Dr. Clark reported that eleven of Mississippi's community colleges plan to increase tuition next fall. The increases will average \$134.00 per year (6% increase). Four of the community colleges have no planned increases.

Dr. Clark reported that the monthly board meeting in July will be held during the Trustees' Conference in Biloxi. Beginning in August, there will no longer be a Thursday night meeting unless called by the Chairman. In any month when there is no Thursday night meeting, board members who come to Jackson on Thursday will be provided lodging and meals, but no per diem for Thursday.

Dr. Clark reported that we are in the process of annual staff evaluations.

Dr. Clark reported that the agency will be closed Thursday, July 4 and Friday, July 5 in observance of the Independence Day Holiday.

Dr. Clark reported that the Board will have two new board members in July. Orientation for the new board members and staff will take place in late summer.

Dr. Clark reported that among the items on his calendar, on June 6, he visited Co-Lin CC for the dedication of the new walking trail; and on June 23, he will speak at the opening dinner to the MCCLA Leadership Academy class in Raymond.

Dr. Clark concluded his report.

Career and Technical Education Report

Dr. Shawn Mackey presented **Exhibit B**, a request for final adoption of 2014 Workforce Policies.

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve final adoption of 2014 Workforce Policies.

Dr. Mackey presented **Exhibits C1 and C2**:

Exhibit C1 is new program request for NCCER Aligned Mechanical Maintenance Technology program to offer an AASOE Degree, Technical Certificate and Career Certificate at MGCCC.

Exhibit C2 is new program request for an AASOE Degree, Career Certificate, and Technical Certificate in Baking and Pastry Arts Technology at MGCCC.

In a motion made by Mr. Bruce Martin and seconded by Chip Crane, the MCCB Board **voted unanimously** to approve **Exhibits C1 and C2**.

Dr. Mackey presented **Exhibit C3**, a new program request for Residential Carpentry (Advanced Construction Technology) program to offer a Degree, Career Certificate, and Technical Certificate at Pearl River CC.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the Residential Carpentry (Advanced Construction Technology) program to offer a Degree, Career Certificate, and Technical Certificate at Pearl River CC.

Grants and Related Activities Report

Exhibit D is the standard Career Readiness Certificate. This is for information only and does not require board approval.

Workforce Report

Exhibit E1 and E2 is the standard Workforce Budget Report and the WET Fund Revenue Report. This is for information only and does not require board approval.

Dr. Mackey reported to the Board that the Career and Technical division will hold its annual Summer Conference on August 6 at the Clyde Muse Center Hinds Community College's Rankin County Campus. He extended an invitation to the Board to attend the luncheon. Dr. Mackey concluded his report.

Mr. Bruce Martin left the meeting at 10:14 a.m.

Academic Affairs Report

Dr. Haynes presented **Exhibit F**, the approval request for the Reverse Transfer Memorandum of Understanding.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the Reverse Transfer Memorandum of Understanding.

Dr. Haynes concluded her report.

Technology Report

Mr. Ray Smith reported to the Board that he and his staff are working on the first strategy of the redundant data center. They are in the implementation phase of establishing a secondary data center located off-site from the MCCB offices. Mr. Smith also reported that the current data center has been approved to expand. This process should alleviate the current cooling issues.

Mr. Smith concluded his report.

Programs and Accountability Report

Dr. West presented **Exhibit G**, a request to approve a new off-campus site for Hinds Community College at Camp Shelby in Hattiesburg.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Chip Crane, the MCCB Board **voted unanimously** to approve the new off-campus site for Hinds Community College at Camp Shelby in Hattiesburg.

Dr. West concluded her report.

Deputy Executive Director Report, Finance and Administration

Mrs. Deborah Gilbert presented the Finance report, as follows:

Attachment 1: the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,266,228.00 and Fund 4110 in the amount of \$82,112.00, totaling \$3,348,338.00 effective June 30, 2013.

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Chip Crane, the MCCB Board **voted unanimously** to approve the request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,266,228.00 and Fund 4110 in the amount of \$82,112.00, totaling \$3,348,338.00 effective June 30, 2013.

Attachment 2: the Financial Statements from:

General Fund 2291, Fund 4111, and Special Funds as of May 31, 2013.
This is for informational purposes only and will not require approval.

Attachment 3: Purchasing Approvals over \$50,000.00:

- A. RSA Authentication Manager software, hardware, maintenance and support, and training as part of the network redundancy project – **Venture Technologies** - \$123,180.65 from SLDS funds, **contingent on ITS approval.**
- B. **Channelmatter, Inc.** – Extend the support and maintenance portion of the contract by 6 months from June 1, 2013 to December 1, 2013 to coincide with the performance portion contract expiration. The amount of increase is \$137,500.00. This support and maintenance is related to the set up and deployment of Microsoft Office Sharepoint Services Solutions for the community colleges. Overall CP-1 amount will increase from \$985,000.00 to \$1,122,500.00 or an increase of \$137,500.00 and is **contingent upon ITS approval.**
- C. **Audio Visual Innovations, Inc.** – **AVI-SPL-** Bridge equipment, license, and one-year support that will allow colleges to video conference between colleges, the business community, and universities. Workforce (WET) funds will be utilized for this expenditure. - \$199,200.50.

Attachment 4: Disbursements – July 2013 – FY 2014

- A. General Fund 2298
 - Funding Formula \$28,343,910.00
 - Health Insurance 8,910,875.00
 - Workforce Dev. Center 2,250,000.00
 - Sign Language Interpreter 89,525.00
 - Education Technology 3,549,580.00
 - Advanced Training Centers 1,125,000.00
 - Dropout Recovery 750,000.00
 - Associate Degree Nursing & AD Allied Health 1,278,461.00
 - Total July Disbursement** **\$46,296,851.00**
- B. Health Insurance Carryover Fund Disbursement – July 2013 – FY 2014
 - Special Fund 3295 \$ 365,000.00

Attachment 5: Approval of the FY 2015 Budget Requests

- A. Support
- B. Administration

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Chip Crane, the MCCB Board **voted unanimously** to approve Purchasing Approvals over \$50,000.00 (**Attachment 3: A and B are contingent on ITS approval**), Disbursements – July 2013 – FY 2014, and Approval of the FY 2015 Budget Requests.

Mrs. Gilbert concluded her report.

Travel Authorizations

Chairman Dickens asked for requests to authorize travel reimbursements for events other than regularly scheduled Board Meetings.

In a motion made by Mr. Bobby Steinriede seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve Mr. Hudspeth's travel to the Industry Appreciation Luncheon at EMCC's Golden Triangle campus and the retirement celebration for Dr. David Cole.

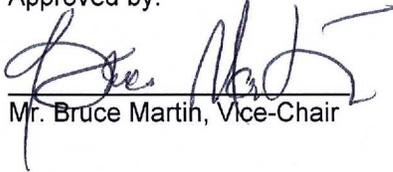
OTHER BUSINESS

In the absence of any further business, the meeting was adjourned at 10:50 a.m.

Recorded by:


Cynthia Jiles, Executive Assistant

Approved by:


Mr. Bruce Martin, Vice-Chair


Dr. Eric Clark, Executive Director

Exhibits:

Dr. Clark's Report
2014 Workforce Policies
Career & Technical Education
CRC Report
Workforce Report and WetFund Report
Academic Affairs
Research and Planning
Technology
eLearning & Instructional Technology
Dr. West
Finance Report
Dr. Clark's Handouts & News Articles

Resolutions; Exhibits A1 to A5
Exhibit B
Exhibits C1, C2, and C3
Exhibit D
Exhibits E1 and E2
Exhibits F
No Exhibit
No Exhibit
No Exhibit
Exhibits G
Separate Agenda